

**PUBLIC SAFETY BUILDING COMMITTEE
MEETING MINUTES
Rm 124 Town Hall
February 26, 2019**

Present: Matt Haffner; Jim Lehan; Todd Lindmark; George Cronin; Police Chief Stone; Fire Chief Bushnell; Deputy Fire Chief, Pete Petruchik; Brian Humes; Nancy Langlois

George Cronin called the meeting to order at 4:01 p.m.

Updates

Matt Haffner updated the Committee on the status of the Police Station.

The Planning Board has given a temporary site approval. The Board of Health has signed off.

They are now waiting for the final updated dimensions for the as-built for inlets and exits.

The Open House is set for March 27th at 10:00 a.m.

Matt stated that there have been issues with the HVAC holding up the job. The HVAC general contractor has moved the completion date on several occasions. There have been numerous issues over the past 6 weeks and the contractor refuses to take responsibility. As of today we should have a letter of action with dates on it, however as of yet, it has not come in. This is holding occupancy up. The control person, factory start up representative and others are waiting for HVAC to purchase license and complete the mechanical installation before they can complete their work. This is at least 2 weeks out.

There can be no occupancy date until HVAC is worked out. As soon as we receive the license from him, we can move on.

Matt explained that progress is being made on the punch list. Appliances are coming in.

The elevator should be in full operation for next week.

Mike Cresta stated that he has a backup plan for the HVAC licenses: If he doesn't have a phone call by 5:00 p.m. today, he has someone else in line for the licenses.

Matt stated that the delay could open the Town up to liability against the contractor.

Mike and Matt discussed the final timelines and believe that all should be complete within 2 – 3 weeks.

They updated regarding the following: We will need Building Commissioner's approval; electrical is almost done; there is a Change Order on the generator; the elevator company is ready to complete when we call them in; plumbing is signed off on; and, finish is not signed off yet.

Jim asked Chief Stone when they will start moving. Chief Stone answered that they will start moving as soon as they get the Certificate of Occupancy. They still are looking at April 1st as a goal for operations.

Brian is confident of the April 1st date. He is coordinating for the Department of Health inspection of the cells. He stated this is usually a 7 – 10 day turn around after the request for inspection. Chief Stone asked to be notified of inspection date so that he and the Deputy Chief could be there.

Matt stated there were some security issues which created Change Orders. They needed to add a couple of cameras and remote locations access. Thanh has been working on phone system. They have tested the network and fiber and that is up and running.

Chief Bushnell asked about the Knox Box installation. Mike Cresta stated that it is already installed.

Brian handed out a Change Order summary for both projects (Police and MECC). This month's Change Order summary cleans up a lot of items that were out a couple of months.

The Town will receive some credits. A credit for payment made directly to the contractor who installed the lightning protection, and a credit for the Town's furnishing and installation of soap dispensers.

Requisition and Change Order

A motion was made by Jim Lehan to approve payment on a Change Order for Norfolk Police in the amount of \$9,605.39. It was seconded by Chief Bushnell, and so voted. All were in favor.

A motion was made by Jim Lehan to approve payment for the monthly requisition in the amount of \$318,380.40. It was seconded by Chief Stone, and so voted. All were in favor.

Fire Station

George Cronin announced that as of July 1st Pete Petruchik will be the new Fire Chief.

Peter has a plan to reduce the size of fire station by approximately 4000 square feet. He passed out a diagram and he spoke about his thoughts on reducing the size of the station. There are particular priorities: training room, 5 bunk rooms, and physical fitness center. He stated that administrative office space could be reduced.

Brian feels it could be an aesthetic challenge. But agrees it could be a few less dollars per square foot.

George asks if it's more cost feasible to go to wood construction. Brian stated that with wood they would probably build panelized off-site.

The Committee discussed different design options with Brian Humes.

Peter, Brian, Chief Bushnell and possibly other members will meet to discuss this in more detail on Tuesday, March 5th at 1:00 p.m. in Room 124.

Chief Bushnell will no longer be working in the department when the project is complete. He made a request of the Committee for recognition, as he has put a lot of work into the project.

A motion was made by Jim Lehan to have the final plaque on building to include Chief Bushnell's name. It was seconded by Chief Stone, and so voted. All were in favor.

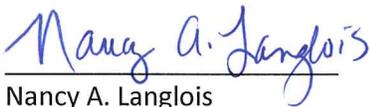
Minutes

A motion was made by Jim Lehan to approve the minutes from the January 22, 2019 meeting. It was seconded by Chief Bushnell, and so voted. All were in favor.

A motion to adjourn was made at 4:44 p.m. by Chief Bushnell. It was seconded by Chief Stone, and so voted. All were in favor.

The next meeting of the Public Safety Building Committee will be held in Room 124, Town Hall, on Wednesday, March 20th at 3:00 p.m.

Respectfully Submitted,


Nancy A. Langlois